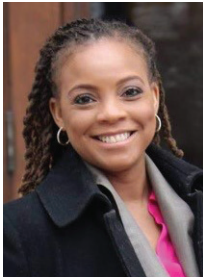


ILCC News



Newsletter of the Illinois Liquor Control Commission

Message from the Director



It has been approximately 18 months since our lives were forever changed by Covid-19. During that time, we have been tried and tested many times over. However, we have learned, and adapted to, living a new norm. The situation has been fluid, with rules and guidelines constantly being revised based on new information and an everchanging dynamic. While most are probably growing weary of the masks, it is imperative to remember that pursuant to Executive Order 2021-20 (Covid-19 Executive Order No. 87), face coverings continue to be required for all individuals in Illinois, age two (2) and up who can medically tolerate them, when in an indoor public place. It is important to note that face coverings may be removed temporarily while actively eating or drinking (including in bars and restaurants). The Illinois Liquor Control Commission (ILCC) will continue to work with state police and local municipalities to help limit the potential transmission of the virus at licensed liquor establishments by ensuring that they remain compliant.

The ILCC is tasked with ensuring that the health and safety of Illinois residents remain protected when purchasing and consuming alcohol. As such, we continue to provide educational outreach to not just industry license holders and the consumer, but also to students, parents and other members of the community. To that end, on October 21st, the ILCC will be hosting its 13th Annual College Summit, which will once again be held virtually due to the pandemic. The Summit will focus on educating attendees on the prevention of underage consumption as well as ensuring safe consumption of alcohol to prevent its misuse.

As the new Executive Director of the ILCC, I want to reiterate that the ILCC remains committed to collaborating with industry associations, law enforcement, licensees, local liquor commissions and health departments to ensure that we best meet the needs of the industry, while providing protection for the community. I look forward to hearing from and working with you all.

Lisa Gardner
Executive Director

Division News

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The license renewal extension will expire on December 31, 2021. The Illinois Liquor Control Commission will not grant any further license renewal extensions. For those licensees that have not renewed their licenses we strongly encourage you to renew your license prior to December 31, 2021. This helps us to avoid administrative delays at the end of the fourth quarter of 2021.

Liquor License Renewals

1. **All licenses with a renewal date of March 31, 2020 or after are automatically extended to December 31, 2021** (This action supersedes the Commission's prior license extension action through June 30, 2021).
2. No late fees will be charged until after January 1, 2022.
3. License renewal fees are due at time of renewal. This extension does not change the fee for renewal nor prorate any fees paid for renewal of a license, nor change the future renewal date of a license.
4. License fees are not refundable.

[Click here](#) for the full bulletin.



MyTax Illinois Update

The look and feel of MyTax Illinois has changed. MyTax Illinois is the state's free online account management program that offers a centralized location for individuals and businesses to register for taxes and file returns, but it also allows ILCC Licensees to renew their state liquor license online. Please find instructions on how to navigate the MyTax Illinois program when renewing a [license online](#).

Visit <https://mytax.illinois.gov/>

Enter your MyTax log in and password

Updated Online Renewal How To's

You will now have to select a two-step verification once you have successfully logged into your account

ILCC News

Article suggestions are welcome!

The ILCC welcomes your input to enhance the ILCC News. If you have a suggestion for an article or topic or have a helpful hint to share with other licensees, please contact the ILCC's Chicago Office.

ILCC News is published by the Illinois Liquor Control Commission for state liquor licensees, local government officials, industry associations, and related government agencies.

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Both offices of the ILCC are now open to the public:



50 W. Washington, Suite 209
Chicago IL 60602

300 W. Jefferson St, Suite 300
Springfield, IL 62702



NOTE: Face coverings are required in all State facilities for both vaccinated and unvaccinated people



Updates at the ILCC

Public Act 102-0442 amends the Liquor Control Act of 1934, making the following changes:

- 1 **Creates a Class 3 Brewer and a Beer Showcase Permit.**
- 2 **Expands on self-distribution privileges for brew pubs.**
- 3 **Allows for the manufacturing of mead.**
- 4 **Establishes Cooperative Purchasing Groups.**

Updates at the ILCC

Public Act 102-0442 amends the Liquor Control Act of 1934, making the following changes:

- 5 **Transfers control and management of the wine and spirits delinquency list to the ILCC by January 1, 2022.**
- 6 **Develops a two-warning system for retail-to-retail purchases prior to fines being issued.**

Updated forms and new applications can be found on our website under the Forms/Applications tab.
www.illinois.gov/ilcc

2021 Legislation

LEGAL

The recent enactment of Public Act 102-0442 (HB 2620) and prior amendments to the Illinois Liquor Control Act ("Act") require alcoholic liquor license holders to both file and maintain records of alcoholic liquor transfers from one licensee to another. Unless sales and deliveries are from licensed manufacturers/importers to licensed distributors or from licensed distributors to licensed retailers, the Act generally prohibits transfers of alcoholic liquor. The Act does provide some limited exceptions to this general rule, but license holders should not transfer alcoholic liquor from one licensee to another in any capacity unless the Act or Illinois Liquor Control Commission Rules expressly authorize the transfer.

The Illinois Liquor Control Commission has created forms to assist license holders with alcoholic liquor transfers that are authorized by law. The forms may be found on the Illinois Liquor Control Commission website under

the headings "Form/Applications" > "Other General Forms." The licensees shall maintain the forms on the licensed premises for a minimum of three years from the date of the transfer and be prepared to provide the form to a Commission Enforcement Agent upon request. Below is a summary of the forms:

RET-XFER-100

One Time Transfer – Beer, Wine, Spirits

This form is the only form that may permit the transfer of beer, wine, and spirits from one retailer licensee to another retailer licensee. The Commission may authorize transfers under this form in limited circumstances which include: business closure, business bankruptcy, a change in federal, state, or local law, or an Act of God. A retailer shall not conduct a transfer under the conditions of this form without prior approval from the Commission.

RET-XFER-101**Common Ownership – Percentage Based**

This form authorizes the transfer of wine and spirits products only from one retailer to another commonly owned retailer. Common ownership requires at least one individual to be identified on both licenses with 5% or more ownership. Under this form, every month, one retailer can transfer up to 3% of its average monthly purchases by volume (Off-Premises Licenses) or 5% of its average monthly purchases by volume (On-Premises Licenses) to another commonly owned retailer. In addition to other requirements identified in the form, the retailer shall give notification to the distributor if it is transferring the distributor's products and shall not be delinquent in the payment of a wine and spirits invoice beyond 30 days.

RET-XFER-102**Common Ownership**

This form authorizes the transfer of wine and spirits products only from one retailer to another commonly owned retailer. Common ownership requires at least one individual to be listed on both licenses with 5% or more ownership. Under the form, one retailer can transfer wine and spirits to another retailer for reasons identified in the form which include: business closure, opening a business at a different location, bankruptcy, and an Act of God. In addition to other requirements in the form, the retailers shall not be delinquent in the payment of a wine and spirits invoice beyond 30 days.

PUB-XFER-103**Brew Pub/Distilling Pub to Brew Pub/
Distilling Pub Transfer**

This form applies to transfers from a licensed Brew Pub to a wholly owned Brew Pub or a licensed Distilling Pub to a wholly owned Distilling Pub. These transfers apply only to beer or spirits manufactured by the Brew Pub or Distilling Pub respectively. It does not apply to the transfer of products not manufactured by the Brew Pub or Distilling Pub. Transfers under this form are authorized only if both license holders are identically owned by the same people in the same ownership percentages. Transfer limits are identified in the form. A Brew Pub or Distilling Pub shall not conduct a transfer under the conditions of this form without prior approval from the Commission

MAN-XFER-104**Class 1 Brewer/Class 2 Brewer Class1/Class 2 Brewer;
Class 2 Craft Distiller to Class 2 Craft Distiller**

This form applies to transfers from a licensed Class 1 Brewer to a wholly owned Class 1 Brewer; from a licensed Class 2 Brewer to a wholly owned Class 2 Brewer; and from a licensed Class 2 Craft Distiller to a wholly owned Class 2 Craft Distiller. These transfers apply only to beer or spirits manufactured by the Class 1/Class 2 Brewer or Class 2 Craft Distiller respectively. It does not apply to transfer of products not manufactured by the licensees. Transfers under this form are authorized only if both license holders are identically owned by the same people in the same ownership percentages. Transfer limits are identified in the form. Class 1 Brewers, Class 2 Brewers, and Class 2 Craft Distillers shall not conduct a transfer under the conditions of this form without prior approval from the Commission.

CL2-XFER-105

This form applies to transfers from a licensed Class 2 Brewer to a wholly owned Brew Pub or from a licensed Class 2 Craft Distiller to a wholly owned Distilling Pub. These transfers apply only to beer or spirits manufactured by the Class 2 Brewer or Class 2 Craft Distiller respectively. It does not apply to transfer of products not manufactured by the licensees. Transfers under this form are authorized only if both license holders are identically owned by the same people in the same ownership percentages and if the two licensed locations are not more than 80 miles from each other. Transfer limits are identified in the form and if a Brew Pub or Distilling Pub receives such a transfer, the annual production limits for the Brew Pub or Distilling Pub are reduced by the amount of beer or spirits received. Class 1 Brewers and Class 2 Craft Distillers shall not conduct a transfer under the conditions of this form without prior approval from the Commission

For any question about these forms, please contact the ILCC Legal Staff at ILCC.Legal@illinois.gov.

TO SERVE, OR NOT TO SERVE, THAT IS THE QUESTION

Overserving patrons can come with harsh penalties. Administratively, a licensee may be issued a violation for knowingly serving alcohol to a visibly intoxicated person. Additionally, the seller or server may be held criminally liable for knowingly selling or serving to an intoxicated person. Knowing the signs of a visibly intoxicated person can help you avoid the civil and criminal penalties that may come.

Slurred speech, repeating words, stumbling, general loss of coordination, and glassy eyes are all signs a person has had too much to drink. Looking for these clues can help you to slow or stop service before things get out of hand.

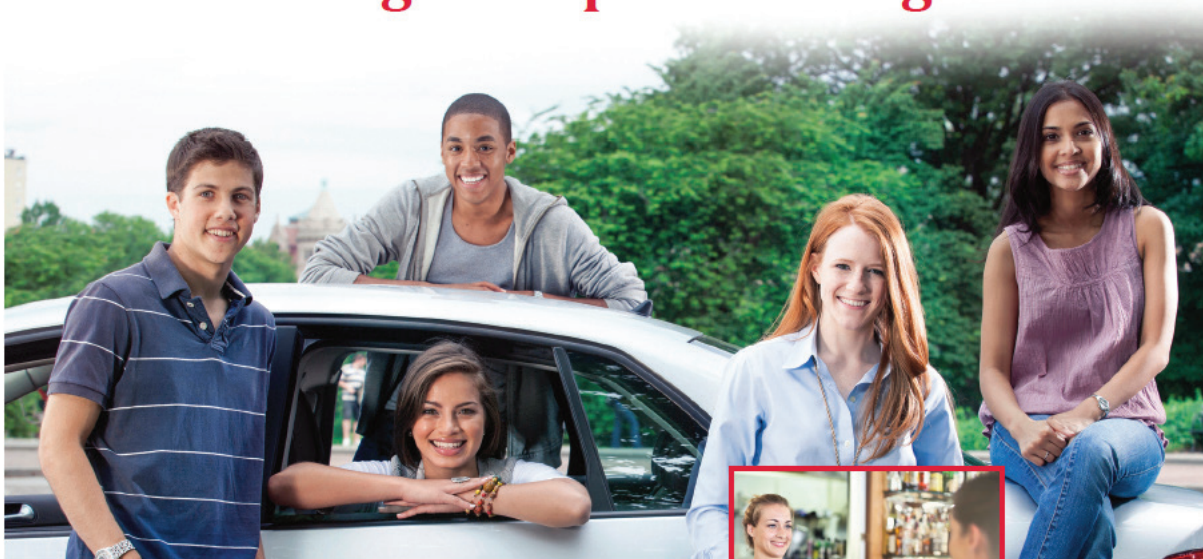
If you suspect a customer of being intoxicated, there are some steps to follow that will help keep the situation calm when stopping service. You can offer the customer water to reframe their thinking away from alcohol. Or if you

believe the customer is on the cusp of intoxication, offer them a water with their alcoholic drink. Oftentimes, having a water, in addition to an alcoholic drink, will slow the rate in which that person consumes the alcoholic drink.

If you believe a customer needs to be cut-off, it is important to be calm, but firm. If there is a tab, settle the tab before telling the customer they cannot be served any more alcoholic drinks. It is also important to downplay the situation as much as possible. No one wants to feel embarrassed, so it's important to stay respectful of the customer. If the customer is with a group, make sure someone else is driving, taking public transportation, or a rideshare service. If they do not have transportation, offer to assist them in calling a taxi or ordering a rideshare car.

These tips will help keep your customers and business safe and allow everyone to have an enjoyable and pleasant experience.

We are hiring Assistants for our Underage Compliance Program.



- **Must be 18 or 19 years old.**
- **Must have flexible availability.**
- **Must have an interest in assisting ILCC Special Agents with alcohol compliance details.**
- **Earn \$15 an hour!**

How to Apply?

<https://www2.illinois.gov/ilcc/about/Pages/Jobs.aspx>



COLLEGE TOWN SUMMIT

October 21, 2021 at 9:30

You are invited to the 13th Annual College Town Summit. This year's summit will take place online. The College Town Summit is an annual event that brings together college town stakeholders to share their concerns, needs, and experiences to reduce collegiate alcohol misuse and abuse. This year's College Town Summit is focused on preparing parents of college-bound students for a discussion on underage drinking as they make the transition to the campus culture.

[You can register here.](#)

Agenda

9:30 - 9:45

Introduction/Welcome

9:45 - 10:45

Choosing the Right College

Judy Pasternack, BSN, RN, NPD-BC

Professional Development Specialist – Substance Use/Behavioral Health

Laura Cain

McHenry County Substance Abuse Coalition

When it's time for a student to choose a college, it can be hard to narrow down the most important factors. The student and their family may have slightly different priorities, but the culture of drinking at a college is a key issue to research. The "Party School" atmosphere may seem appealing, but a culture of alcohol misuse can have negative consequences: sexual assault, violence, and loss of sleep. This presentation will cover how to research a school's alcohol policies, and how they enforce underage drinking laws. This session will also have an interactive question and answer portion.

11:00 - 12:00

**Five Conversation Goals for
Talking to Kids about Alcohol**

Robert M. Vincent, MS. Ed

Associate Administrator for Alcohol Prevention and Treatment Policy
Substance Abuse and Mental Health Services Administration (SAMHSA)

As a parent of a college-bound student, you want your child to have a productive and enjoyable college experience. It is important to start talking to your children about alcohol and other drugs before they are exposed to them. Parents should address underage drinking with every college student as they move into a new social setting. It is important that you as a parent communicate the consequences of underage drinking so your child can make responsible choices. This presentation will cover 5 Goals When Talking to Kids About Alcohol and Other Drugs, along with different tools and approaches parents can use to navigate these important conversations. SAMHSA's "Talk. They Hear You."® campaign provides resources to help parents start and keep up the conversation about the dangers of drinking alcohol and using other drugs at a young age.

When seller/server training was initially introduced to the alcoholic beverage industry in the early 1980s, it was intended to be an education and training tool. This was to prevent widespread alcohol-related incidents and alcohol-related crime in the communities where they operate.

Seller/ server training programs, like Illinois's Beverage Alcohol Sellers and Servers Education and Training (BASSET) programs were being developed to equip a seller or server with not only knowledge about alcohol, and how it effects body, or observing behavioral cues, but how to communicate with their customers and avoid over service of alcohol.

As seller/server training programs across the country were adding content and started embracing curriculums that included best practices for serving, carding policies, intervention and prevention, it served as a good resource for businesses to create operating procedures in their establishments. Operating procedures go hand in hand with state laws, local laws, and ordinances, which are covered in BASSET training.

Here are some examples of operating procedures derived from seller/server training:

- Posting house policies and defer to the properly trained staff to enforce them, as they should be posted in the business.

- When confronting intoxicated patrons, there should be two individuals, (an authority figure and a staff person) intervening in a professional manner.
- Collect for drinks after every round.
- No automatic refills.
- Avoid stacking of drinks allow customers to finish their drinks before taking another drink order.
- If a customer is drinking a pitcher of beer at a fast rate, you may want to sell by the glass only.
- Offer water in between drinks to keep the customers hydrated and allow the alcohol to work through the metabolism process of the body.
- Have food or snacks available.
- Ask for primary identification first, and when in doubt ask for a secondary form of identification.
- Have enough security detail for crowd control.
- Offer a cab or ride sharing for intoxicated guests to get home safely.

Ultimately, BASSET training will encourage sellers and servers to be more aware of their surroundings, more attentive to their customers, as BASSET training encourages good customer service to keep the hospitality industry thriving to keep the doors open, and employ more people, which can be accomplished through effective operational procedures.



BASSET Look Up Database and Reprinting BASSET Cards

If an employer must verify if an employee or potential hire is BASSET certified, the BASSET Look Up database will have record of all valid BASSET certified students. The BASSET Look Up is on the ILCC website at <https://www2.illinois.gov/ilcc/Education/SitePages/BASSETCard.aspx>.



Student ID Numbers – The BASSET Provider or trainer assigns student ID numbers to the students. The student numbers are to be on the spreadsheet when submitting BASSET rosters to the BASSET email address LCC.BASSET@illinois.gov. Student ID numbers are used when a student needs to reprint their BASSET cards.

Online Providers – Please inform students where to go if they need technical support for your program. We at the Commission cannot help them with technical support.

BASSET License Renewal Reminders – The ILCC does not mail BASSET renewal applications. For notification, you, the provider, or trainer will receive an email reminder six to seven weeks prior to the expiration date of your BASSET license. You can renew your BASSET license online, or if you wish to renew by mail you can contact Le.roupas@illinois.gov for a renewal application to be sent.

BASSET Certification Card Renewal – Please make clear to students that their BASSET certification cards expire every three years. To get recertified they will have to take the course. Since there are no reminders given from the ILCC for BASSET certification renewals, it is the responsibility of each student to keep track of their certification.

Is BASSET training mandatory for Special Events? – Servers working at a Special Use licensed special event are required to be BASSET server trained. Servers at Not-for-Profit licensed events are excluded from mandatory BASSET server training requirements.

Community News and Events

COMMUNITY

The **ILCC reopened to the public** on August 2nd at a new location - 50 W. Washington, Suite 209, Chicago IL 60602



ILCC Commissioners Cynthia Berg, Thomas Gibbons, Julieta LaMalfa, Melody Spann Cooper and Donald O'Connell meeting in person, in compliance with the State Mask Mandate ([Executive Order 2021-20](#)).



ILCC Executive Director Lisa Gardner with the Illinois Attorney General Kwame Raoul and ILCC Chairman Cynthia Berg at the Center for Alcohol Policy conference.



Attorney General Raoul spoke about Illinois' history of alcohol regulation and the role state attorneys general play in state-based alcohol regulation.

Our Enforcement Division at the **Barrington Night Out**. National Night Out is an annual community building campaign that promotes police-community partnerships and neighborhood camaraderie.



Red Ribbon Week (October 23 – 31) is a time to educate youth and encourage participation in drug prevention activities. Each year from October 23–31, people across the United States show their commitment to a healthy, drug-free lifestyle by wearing or displaying the Red Ribbon

RED RIBBON WEEK
OCTOBER 23-31

2021 RED RIBBON Campus Video PSA Contest

Save the Date
September 13 - November 8

2021 Red Ribbon Week Campus Video PSA Contest
Eligible entrants are colleges and universities.

First Place Winner receives:
• \$5,000 to support the campus's drug misuse prevention efforts
• Trip for two to NASPA's Strategies Conference (January 13-15, 2022, Boston)

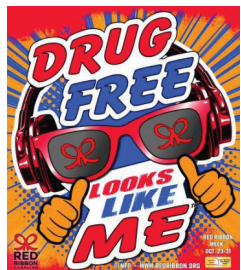
Second Place Winner receives \$3,000

Third Place Winner receives \$1,000

On September 13 full contest rules available at www.campusdrugprevention.gov/psacontest

As part of the Drug Enforcement Administration's Red Ribbon Week campaign, DEA and the Substance Abuse and Mental Health Services Administration are cosponsoring this Campus Video PSA Contest for colleges and universities to

promote the importance of preventing alcohol and drug misuse among college students.



The **National Family Partnership** sponsors the Red Ribbon Week Theme Contest, which invites Americans across the country to submit a unique slogan that captures the essence and mission of the campaign. Drug Free Looks Like Me is the theme for this year. Enter the 2022 Red Ribbon Theme contest. Entries must be received by December 4, 2021 at 11:59pm (EST), via email to redribbon@nfp.org or via mail to National Family Partnership, 2490 Coral Way, Floor 3, Miami, FL 33145. Please include your name, school, telephone number and email address. Winners will be announced on or before February 4th, 2022.

bon@nfp.org or via mail to National Family Partnership, 2490 Coral Way, Floor 3, Miami, FL 33145. Please include your name, school, telephone number and email address. Winners will be announced on or before February 4th, 2022.



In 2020, the **ILCC hosted a virtual kickoff to highlight the DEA's Red Ribbon Patch program** and the [history of Red Ribbon Week](#). Learn how your scouts can earn [Red Ribbon patches and Certificates of Participation](#).

The ILCC will host a **virtual training by the Chicago Children's Advocacy Center** October 28, 2021, 10:30 AM – 12:00 PM. BASSET licensees and trainers are encouraged to attend to learn more about the warning signs of human trafficking, and to raise awareness. [Click here to register](#).

SERVER TRAINING

OCTOBER 28
10:30 AM - 12:00 PM

The ILCC will host a virtual training conducted by the Chicago Children's Advocacy Center. BASSET licensees and trainers are encouraged to attend to learn more about the warning signs of human trafficking, and to raise awareness.



The Illinois Liquor Control Commission celebrates

HISPANIC HERITAGE MONTH

Check out our interview of Maria Gomez, owner of Lake Forest Food and Wine

WWW.YOUTUBE.COM/ILLINOISLIQUORCONTROLCOMMISSION

College Parent's Guide

Child off to college...? Then you will want to order *The Bottom Line: A College Parent's Guide on Underage Drinking*.

Here's the bottom line: It is illegal for college students under the age of 21 to drink or have alcohol in their possession. This booklet was produced with the advice from college professionals and provides parents with the bottom line facts regarding underage drinking in Illinois as well as issues related to the over-consumption of alcohol on our college campuses.

It our hope that you will share this information with your son or daughter as they begin a new life on their own in college. Please visit the [Illinois Liquor Control Commission website](#) to order your FREE guide.